



# WETLANDS UTILITY MAINTENANCE NOTIFICATION

Water Division/ Wetlands Bureau/ Land Resources Management

Check the Status of your Notification: <http://des.nh.gov/onestop>



RSA/ Rule: Env-Wt 100-900

**Complete No. (see bottom of page 2):** \_\_\_\_\_

Administrative Use Only	Administrative Use Only	Administrative Use Only	File Number:
			Check No.
			Amount:
			Initials:

This notification form and process is for the maintenance and in-kind repair of **existing utility services** within **existing rights of way** consistent with the *Best Management Practices Manual for Utility Maintenance in and Adjacent to Wetlands and Water bodies in New Hampshire* (Utility BMP manual) published by the NH Department of Resources and Economic Development, (January 2010). Please read the Utility BMP manual ([www.nhdfi.org/maps-and-publications/publications.aspx](http://www.nhdfi.org/maps-and-publications/publications.aspx)) and RSA 482-A:3, XV, (<http://www.gencourt.state.nh.us/rsa/html/L/482-A/482-A-3.htm>) before proceeding. Once the form is completed and submitted to the municipal clerk and the NHDES Wetlands Bureau, in accordance with RSA 482-A:3, XV, the work may begin.

<b>1. UTILITY PROVIDER/COMPANY</b>			
UTILITY PROVIDER/COMPANY NAME: <input type="text"/>			
AUTHORIZED REPRESENTATIVE: <input type="text"/>			
UTILITY MAILING ADDRESS: <input type="text"/>			
TOWN/CITY: <input type="text"/>		STATE: <input type="text"/>	ZIPCODE: <input type="text"/>
PHONE: <input type="text"/>	FAX: <input type="text"/>	EMAIL: <input type="text"/>	
<b>2. PROJECT LOCATION - A separate notification must be filed for each municipality jurisdictional impact will occur in.</b>			
TOWN/CITY: <input type="text"/>		ZIP CODE: <input type="text"/>	
<b>3. PROPOSED PROJECT DESCRIPTION</b>			
<input type="text"/>			

[shoreland@des.nh.gov](mailto:shoreland@des.nh.gov) or (603) 271-2147  
NHDES Wetlands Bureau, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095  
[www.des.nh.gov](http://www.des.nh.gov)

4. PROJECT TYPE			
<input type="checkbox"/>	Equipment repair and maintenance in rights of way (ROW)		
<input type="checkbox"/>	Vegetative maintenance within ROW (If access through private property is needed to reach the ROW, permission from the landowner(s) is required prior to conducting work)		
<input type="checkbox"/>	Overhead Electric Lines	<input type="checkbox"/>	Water supply Lines
<input type="checkbox"/>	Overhead Telephone or Cable Lines	<input type="checkbox"/>	Sewer Lines
<input type="checkbox"/>	Natural Gas Lines	<input type="checkbox"/>	Other: <input type="text"/>
5. IMPACTED RESOURCES - Check all that apply			
<input type="checkbox"/>	Temporary Non-Tidal Wetland	<input type="checkbox"/>	Temporary Intermittent Stream Crossing
<input type="checkbox"/>	Temporary (2-years max) Perennial Stream or River Crossing		
6. ATTACHMENTS - Verify the following attachments are submitted with this form by checking each box below.			
<input type="checkbox"/>	Copy of a USGS topographic map (at its original scale 1:24,000 or 1:25,000) with the project location(s) or utility corridor clearly identified		
<input type="checkbox"/>	\$200 filing fee (nonrefundable) made payable to: Treasurer, State of NH		
<input type="checkbox"/>	A Letter or memo from the Department of Resources and Economic Development's Natural Heritage Bureau (NHB) indicating that NHB has reviewed your project. Contact NHB at (603) 271-2215 ext. 323 or <a href="mailto:NHBReview@dred.gov.nh">NHBReview@dred.gov.nh</a> for instructions on how to submit project information (method may vary depending on project complexity). NHB File No.: _____		
7. CONFIRMATIONS			
<input type="checkbox"/>	All impacts are temporary and will be restored, repaired or removed upon completion of work.		
<input type="checkbox"/>	Temporary impacts are a result of in-kind repairs or replacement		
<input type="checkbox"/>	The NH Natural Heritage Bureau (NHB) has reviewed the project and reported "No potential impacts" to exemplary natural communities and state-listed species OR such elements are present but I have received recommendations on how to avoid potential impacts from NHB and/or the NH Fish and Game Department.		
<input type="checkbox"/>	I have obtained, read, understand, and retained a copy of the <i>Best Management Practices Manual for Utility Maintenance in and Adjacent to Wetlands and Waterbodies in New Hampshire</i> published by the NH Department of Resources and Economic Development. Link: <a href="http://www.nhdf.org/maps-and-publications/publications.aspx">www.nhdf.org/maps-and-publications/publications.aspx</a>		
<input type="checkbox"/>	I understand that I may not proceed with the work until this completed application package has been submitted to the DES and the municipal clerk.		
<input type="checkbox"/>	I understand that once I submit this form, changes or additions to the projects within the municipality will be done by way of an amendment and within the 1 year duration of this Complete Utility Maintenance Notification.		
<input type="checkbox"/>	This notification does not exempt you from meeting all other local, state, or federal permits or requirements. Work carried out in violation of any statute rule or condition is subject to enforcement action.		
<input type="checkbox"/>	I will confirm that this Utility Notification has been deemed complete and has been issued a file number from DES by checking the "One-Stop Wetland Permits Query" at: <a href="http://www2.des.state.nh.us/OneStop/Wetland_Permits_Query.aspx">http://www2.des.state.nh.us/OneStop/Wetland_Permits_Query.aspx</a> or by telephone at 603-271-2147 before starting work. I will record the DES file number on the top of Page 1 of this form.		
<input type="checkbox"/>	This complete Utility Maintenance Notification is valid for one year from the Notification Completion Date as found on the DES One Stop website.		
8. SIGNATURE			
<input type="text"/>		<input type="text"/>	<input type="text"/>
PRINT NAME LEGIBLY		AUTHORIZED SIGNATURE	DATE